



## Admissions Policy

Owner Penny Rawlings  
Reviewed: September 2025  
Next Review: September 2026

### **Admissions Policy**

#### **Introduction**

Meadows View School is an independent specialist day school. We provide specialist education for children aged 4 to 11, including children in care, who have a range of complex behavioural, communication and social difficulties associated with Autism Spectrum Disorder.

Meadows View School is committed to raising achievement and enabling pupils to recognise their potential; supporting them through a personalised, engaging curriculum. Our priority is to develop the foundation knowledge and skills required to make a manageable and smooth transition to the next life stage. We offer an outstanding therapeutic, supportive learning environment where our young people are supported enabling them to accept responsibility for their actions, make positive decisions and display pro-social behaviour. We aim to help each young person to become confident individuals and responsible citizens with a fundamental understanding of British Values including democracy, the rule of law, individual liberty, mutual respect and tolerance of those with different faiths and beliefs.

**We are a small and friendly independent special school for learners aged 4 - 11 years who have Autism, additional learning difficulties and complex needs.**

At Meadows View School we recognise and value learners for their unique strengths and their contribution to our school community. We ensure that by following rigorous assessment we provide each child with an

Autism friendly environment, an appropriate curriculum and Autism specific interventions to meet their needs and equip them for the next stage of their lives.

### **Aims**

Together we will;  
Ensure that we all achieve outcomes that are to the best of our abilities.  
Ensure we keep one another safe and that everyone feels looked after.  
Maintain unconditional positive regard in everything we do.  
Ensure that everyone feels empowered to be as independent as possible.  
Be kind and respectful to one another and ensure no one feels alone.  
Have as much fun and enjoyment as possible.

### **Values**

**Be kind** - How we talk, listen and value ourselves and others  
**Be safe** - How we protect and nurture each other  
**Be honest** - How we speak about feelings  
**Be brave** - How we address and solve problems  
**Grow together** - How we work together and develop as a team

### **Aim of policy**

The aim of this policy is to ensure that Meadows View School admits, as far as is possible, those pupils whose special educational needs can be met effectively and in doing so ensure progress in all aspects of their development.

### **Objectives**

The objectives of the policy are that:

- All concerned will have a clear understanding of the criteria used in assessing the appropriateness of a placement for individual pupils at Meadows View School
- All concerned will have a clear understanding of the processes of judging the appropriateness of that placement
- Parents/carers, each pupil and representatives of LA's, social service departments and other interested professionals have a clear understanding of the opportunities on offer at Meadows View School
- Parents/carers, each pupil and representatives of LA's, social services departments and other interested professionals understand all key aspects of school life at Meadows View School and are prepared to play their part in ensuring the success of any placement<sup>2</sup>

At Meadows View School we support young people who present with a wide range of complex needs associated with Autism. A young person may be considered for a place at Meadows View School if they have an Education, Health and Care plan, a diagnosis of ASD or demonstrate behaviour and difficulties commensurate with a diagnosis of ASD and where a typical mainstream environment has not appropriately met the needs of the young person.

Pupils may arrive out of difficult life experiences or be the result of some medical condition. Some of the pupils have a long history of disturbed, difficult, or delinquent behaviour of a serious kind that may include violence towards peers and/or adults. Therefore, Meadows View School acknowledges that our pupils may, from time to time, exhibit challenging behaviours that vary both in intensity and duration and our aim is to work with young people to reduce the frequency and intensity of these incidents.

### **Admissions Process**

#### **Stage 1**

Referrals made to Meadows View School will normally be made by LA's directly. A range of detailed information concerning that pupil should accompany these referrals including an Education, Health and Care plan. Where this is not the case, Meadows View School will seek access to as much information as possible including information regarding the individual's education, health and social background. Senior staff will analyse all available information about the pupil to assess whether the pupil meets the admission criteria for Meadows View School.

The Headteacher/Deputy Headteacher/SENCO/therapy professionals will assess whether or not Meadows View School can meet the pupil's needs and if so, arrange for a visit to Meadows View School.

It may be necessary for Senior Staff to organise a visit to meet or observe the young person prior to any visits being organised at Meadows View School.

#### **Stage 2**

The initial visit will be offered to the pupil and his/her parents/carers and other appropriate professionals and will include:

- A tour of Meadows View School
- An introduction to key staff
- A discussion with senior staff concerning such issues as: the curriculum, content of key school policies including Meadows View School expectations for good behaviour and discipline and the physical management of pupils and a discussion of the preferred forms of physical intervention with pupils, were this to prove necessary.
- An opportunity for each visitor to ask any questions they may have.
- Visitors will also receive (if they have not already) copies of any policies that they request on the day or will be directed as to where to find them.

#### **Stage 3**

If all concerned are agreed that the pupil's needs can be met at Meadows View School, that the young person can be adequately managed with the planned resources available and that the pupil and parents/carers are committed to the placement, Meadows View School will write to the LA offering a place and arrangements will be made for admission. A placement will be confirmed through the completion of a formal contract signed by the school and the placing authority.

#### **Admissions Criteria:**

- The pupil will be aged between 4 and 11 years

- The pupil will have an Education, Health and Care plan
- The Education, Health and Care plan will clearly specify the pupil's learning, educational, social, behavioural and medical needs
- The pupil will normally have been assessed as being significantly below the average ability range of educational functioning (In some cases, pupils' levels of ability as measured using psychometric tests may prove difficult. In these cases, Meadows View School will base its judgements on its ability to meet needs)
- The pupil may have one or more specific learning difficulties
- The pupil's parents/carers will express a commitment to the placement
- Where, despite a period of sustained reasonable adjustment strategies from the pupil's mainstream setting, the young person's needs continue to be unmet
- The pupil presents with other significant needs that require sustained specialist interventions, therapies and teaching approaches that can be more appropriately delivered within a complex needs school
- For all 'looked after children' there must be permanently named carers and a permanent home base for the pupil available at any time throughout the year. Meadows View School cannot be the main residence for any child.

**The Local Authority will:**

- Provide Meadows View School with all current advice and information relating to the pupil
- Nominate Meadows View School in the appropriate section of their EHCP
- Agree contractual arrangements for transporting the pupil to and from school
- Make any arrangements for transporting the pupil to and from school
- Fulfil the requirements of the SEND Code of Practice for 0-25 years 2014 and attend planned annual review of placement meetings